



OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

ADDENDUM NO. 1

Date: February 25, 2014

RFP No. 14-0415

RFP Title: Bahia Common Area Lawn Maintenance and Related Service for Astor Park, Paisley Park, PEAR Park and Pine Forest Park

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

The purpose of this addendum is to provide confirming information to all potential responding vendors in association with the RFP. The information provided herein summarizes discussions at the mandatory pre-proposal meeting. Attendees of this meeting are noted on the County website for this solicitation.

The pre-proposal conference commenced with a general review of the RFP with specific emphasis paid to various specific terms and conditions of the RFP including:

- Method of Award – Pass/Fail Proposal Evaluation and Award as stated in Section 1.3
- It was confirmed that this was a mandatory pre-proposal conference and responses would not be accepted from vendors that did not attend the conference.
- Completion requirements (Section 1.13.2) regarding how the vendors shall submit offers to the County. Vendors shall submit their offers in two (2) parts simultaneously. The two parts (Technical Proposal and the Price Proposal) are to be submitted concurrently in separate envelopes, each plainly labeled with the solicitation number and the vendors name and address. The original proposals (Technical and Pricing) and one (1) complete copies of the Technical and Pricing proposal shall be submitted by the vendor and shall be sealed and delivered to Procurement Services no later than the official due date and time.

Questions and Answers:

Question 1: Is there a place for the contractor to store equipment?

Answer 1: No.

Question 2: Is the vendor required to do a detail cleaning for the kiosks and pavilions?

Answer 2: No. This area shall be blown off only.

Question 3: Is the contractor responsible for the waste in the dog parks?

Answer 3: Yes. The contractor is responsible for the waste in the dog parks and proper disposal off County property. The contractor must replace waste station bags and furnish a fresh roll of waste bags as needed.

Question 4: Is the contractor responsible for the Astor Park library plant bed?

Answer 4: No. This is a part of a separate contract.

Question 5: Is the contractor responsible for the ditch (very front area by the roadside) of Astor Park?

Answer 5: No.

Question 6: Where can the contractor get access into Paisley Park?

Answer 6: Access into Paisley Park is behind the Paisley Park Library.

Question 7: Is the contractor responsible for servicing the fence area (the horse shoe pit) at Paisley Park? Is sand a part of this contract?

Answer 7: The contractor is responsible for servicing the fenced area, however, sand is not a part of this contract.

Question 8: Is the contractor responsible for the tree trimming at any of these four parks?

Answer 8: No.

Question 9: Pine Forest Park's map that was included in the solicitation shows that there is a baseball and softball field. How is a contractor supposed to submit a price if only one is under construction?

Answer 9: Vendor shall submit pricing as if baseball, softball and multi-purpose fields are built.

General Note: Pine Forest Park's baseball and softball fields are currently under construction. At this time the softball field has been sodded and the baseball field is not. As budget allows fencing, backstops, and other areas will be built.

Question 10: Is the contractor responsible for servicing the recycling center beside Pine Forest Park?

Answer 10: No.

Question 11: Is mulch in the play areas a part of this contract?

Answer 11: No.

Question 12: Is trash five (5) days a week or daily?

Answer 12: The trash pick-up is to be performed 7 days a week as outlined in the Scope of Work.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____